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ABSTRACT

The purpose of this bibliographic instruction package is to help a non-library instructor prepare undergraduate students to find and use books, indexes, abstracts, periodical articles, and other printed reference sources in a search for published information on industrial psychology. The package is divided into two episodes which can be presented in one class session. Episode I introduces students to the different forms of literature. Episode II teaches students how to locate library materials by using the card catalog and indexes and abstracts. The package includes summaries and lists of objectives for each episode, a materials list showing all transparencies and handouts for the training session, and a suggested script for the conduct of the session. For the student, the package provides paper copies of transparencies used by the instructor; these cover information searching procedures, forms of literature, Library of Congress (LC) subject headings, catalog filing rules, the "Social Sciences Index," and "Psychological Abstracts." Also included are copies of transparencies showing a search log form and a checklist of questions for evaluating indexes and abstracts. An annotated bibliography of reference sources for research in industrial psychology and an exercise in industrial psychology research conclude the instruction packet. (ESR)

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ED229021

Teaching Packages

Fundamentals of Research in INDUSTRIAL PSYCHOLOGY

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- Teacher's Notes
- Transparencies
- Bibliography
- Exercises

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Prepared by
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IR 050 175

Research in Industrial Psychology

Introduction

The purpose of this learning package is to help the instructor prepare students to complete his course assignment. The scope of activities for this learning package has been limited to searches for published information about a topic in industrial psychology. Students will be prepared to find and use books, indexes, abstracts, periodical articles and other printed reference sources. The learning package provides for a subject approach to industrial psychology research. Students will be taught to look for material in industrial psychology and related subject areas.

The learning package is divided into two episodes. Episode I. introduces students to the different forms of literature. Episode II teaches students how to find and use these sources. A summary and list of objectives is provided for each episode. A materials list includes all transparencies and hand-outs for the session. A script for the Conduct of the Session is provided. In this script parentheses ( ) are used to denote suggested instructor commentary to accompany the transparencies. You may choose to follow the script as it is or to improvise using the summary, list of objectives and transparencies. In either case, read the Conduct of the Session script first as a guide for your activities.

Episode I is designed to be taught first. Episode II is divided into two main sections: Using the card catalog to find books and using indexes and abstracts. These sections are designed so that you can teach them in any order and emphasize skills in areas you consider especially important. Examples for materials in the learning package have been selected to appeal to a wide range of students and instructors. If you would like to emphasize research on a specific topic in industrial psychology or the use of a specific index, the library instruction services faculty will provide transparencies and instructional guides for this purpose. Please allow two weeks for production of these materials. For requests or questions about this learning package, call a member of the library instruction services faculty at Extension 3259. Episode II concludes with a review of the forms of literature. This review emphasizes the use of reference books as a source for beginning an information search on a topic in industrial psychology.

The role of the instructor in the use of this learning package is crucial to its success. While a librarian can teach students how to use information sources for research, he can not generate the same enthusiasm for their use as can the industrial psychology instructor. The instructor has had extensive first hand experience using many of the sources cited. More importantly, he knows exactly what he wants his students to learn and the depth and breadth of research he expects.

This learning package can be presented in one class session. The goal of this session should be to make students aware of information sources for industrial psychology research. Most students will need many hours of practice using these sources to develop effective information searching skills.

Research in Industrial Psychology

Purpose: To learn to use published sources to find information about a topic in industrial psychology.

Structure:

EPISODE I: CHOICE OF MATERIALS. Discusses the different forms of literature which can be used for bibliographic searching. Presents examples of appropriate times to use each form. Emphasizes flexibility in search strategy.

EPISODE II: ACCESS TO MATERIALS. Discusses how to find books, reference books, indexes, abstracts, and periodicals. Emphasizes the use of indexes and abstract journals.

How to Find Books. Explains the use of the Library of Congress List of Subject Headings to select subject headings for use in the card catalog. Discusses the use of the card catalog to locate books on a topic in industrial psychology. Explains how this approach can be used in other libraries with different kinds of catalogs.

How to Find and Use Indexes and Abstracts. Discusses the function of indexes as location tools, sources used to find other sources. Describes the use of Social Sciences Index. Describes the use of Psychological Abstracts. Provides a checklist for evaluating indexes and abstracts. Upon request detailed instruction and transparencies can be provided for any index the instructor chooses.

Materials:

This learning package includes transparencies for use with the instructional script. Copies of these transparencies can be produced and collated for distribution to students in a student materials packet.

I. Transparencies.

A. Transparency 1 - Information Searching Procedure
B. Transparency 2 - Forms of Literature
C. Transparency 3 - Search Log Form
D. Transparency 4 - Library of Congress (LC) List of Subject Headings: (Industrial Psychology)
E. Transparency 5 - Library of Congress (LC) List of Subject Headings: (Related Subject Areas)
F. Transparency 6 - Catalog Filing Rules: Books about a Subject (General)

G. Transparency 7 - Catalog Filing Rules: Books about a Subject (Specific)
H. Transparency 8 - Catalog Filing Rules: Books Related to a Subject
I. Transparency 9 - Social Sciences Index
J. Transparency 10 - Psychological Abstracts: Subject Index
K. Transparency 11 - Psychological Abstracts: Abstracts
L. Transparency 12 - Psychological Abstracts: Table of Contents
M. Transparency 13 - Checklist of Questions to Answer about Indexes and Abstracts

II Lists

A. Reference Sources for Industrial Psychology Research
B. Baruch College Library: A Self-Guided Tour
C. Exercise for a topic in industrial psychology

Summary

I. Summary of Episode I. Choice of Materials.

A. Objective. To introduce industrial psychology students to the different forms of printed source materials which can be used to find information for research in industrial psychology.

At the end of this episode students will be able to:

—Identify specific forms of source material.
—Describe reasons for a search strategy, an orderly procedure for collecting information
—Explain why specific forms of material may be best for specific search questions.

B. Episode Activities:

The instructor will review the student industrial psychology assignment. This assignment will provide the context for all activities. If student topics may be narrowed or broadened by this research activity, the instructor will discuss methods for defining a topic. Students will be given a copy of the Information Searching Procedure chart. They will use the chart to describe the function of different forms of source materials. They will also receive a list which defines Forms of Literature. They will use a Search Log Form and a List of Reference Sources for Industrial Psychology Research to discuss methods they can use to find information about a topic in industrial psychology.

II Summary of Episode II. Access to Materials.

A. Objective. To make students aware of the skills required to locate books, reference books, indexes, abstracts, and periodicals to find information about a topic in industrial psychology.

At the end of this episode students will be able to:

—Use the Library of Congress List of Subject Headings to select subject headings for his topic.
—Use the card catalog at Baruch College Library to locate books on a topic in industrial psychology.
—Ask questions to locate books in any library catalog.

—Describe the purpose of an index.
—Evaluate Social Sciences Index.
—Describe the purpose of an abstract journal
—Describe the format for Psychological Abstracts.
—Use the subject index to Psychological Abstracts to locate article abstracts.
—Evaluate abstracts in Psychological Abstracts for relevance to a specific topic in industrial psychology.
—Use the table of contents in Psychological Abstracts to identify sections for selecting abstracts.
—Use the Checklist of Questions to Answer about Indexes and Abstracts to evaluate Psychological Abstracts.

--Describe several forms of literature for research in industrial psychology.
--Suggest uses for specific forms of reference books indexes, abstracts, and periodicals.
--Explain how one other reference source could be used to begin the same information search.

B. Episode Activities:

The instructor will explain the use of the Library of Congress List of Subject Headings to select subject headings for research on a topic in industrial psychology. Using transparencies he will explain the filing rules for locating books in the card catalog. It is not expected that students will remember all the cataloging rules. Rather, the purpose of this section is to give them the background to begin to use the card catalog and to ask reference questions.

For some students specialized indexes and abstracts are a more effective way to begin research than the card catalog. The instructor will explain the purpose of indexes. He will use a transparency to provide instruction in the use of one index, Social Sciences Index. The instructor will describe the purpose of abstracts. Using transparencies he will explain the use of Psychological Abstracts. He may also use a transparency with a Checklist of Questions to Answer about Indexes and Abstracts to explain the use of these access tools.

Students can find periodicals listed in indexes and abstracts in the Baruch College Library by using the Periodicals List and the Periodicals Catalog.

By the end of this session, the instructor will ask students to use the list of Reference Sources for Industrial Psychology Research to select specific reference sources to begin their assignments. He will structure this discussion of reference sources to review the different forms of literature and the methods students can use to find them. The learning package includes suggested questions for this purpose.

Conduct of the Session

Episode I: Choice of Materials

1. Describe your student assignment. Using this assignment as the context for learning, explain that the purpose of this session is to make students aware of the many kinds of sources they can use to find information about a topic in industrial psychology. If it is appropriate, indicate that the topic may be narrowed or broadened depending on the information found in sources. Note that while specific examples of sources on lists to be distributed refer to materials in the Baruch College Library, they can be used as a reference point to locate the same or similar materials in other libraries.

2. Hand out collated packet of student materials.

3. Transparency 1 - Information Searching Procedure Chart. (Many kinds of sources can be consulted for information. This chart indicates the steps you can take before consulting sources. The chart describes two kinds of sources: access tools or secondary sources and primary sources.)

   a. (Looking at the chart who can explain what an access tool is?)

   b. (Would it be best to begin your search with an access tool or one of the sources on the right hand side of the chart? Why?) Establish that access tools are used to locate information. The other sources contain information.

4. Transparency 2 - Forms of Literature.
The Forms of Literature list describes the sources on the right hand side of the Information Search Procedures Chart. (Take a moment to read this list.)

   a. (What form of literature might you use to begin the information search for your assignment? Why?) Have students explain how they might use either access tools or other sources to find information about a topic in industrial psychology. Do not emphasize the card catalog at this point since it will be discussed later. If necessary explain when to use specific kinds of sources. The following list of suggestions for use of specific sources is included as a guide for the instructor.

   --A handbook to describe Argyris' Model I and Model II theory.
   --A periodical index to find articles on motivation of employees.
   --A dictionary to define the difference between authority and power.
   --A bibliography for a list of sources on job satisfaction.
   --An encyclopedia for a discussion of the difference between a group and a crowd.
   --A government document for statistics on the number of women workers in specific industries.

--A handbook to find a descriptive list of psychological tests for personnel selection.
--A biographical dictionary to find biographical information about Kurt Lewin.
--A book for descriptions of team training programs in large American corporations.
--An abstract journal to develop a bibliography of periodical articles on consumer behavior in shopping malls.
--A periodical article for a recent study on the effect of long term unemployment on the future productivity of workers.

b. Explain that an information search may begin with either an access tool or another source. Emphasize that there is no right way to search for industrial psychology information. The important point is for students to know what they are looking for and to plan a search strategy to find appropriate information.

5. Return to Transparency 1 - Information Searching Procedure. Explain search procedure by following the left hand side of the chart:

a. (At what point in a search would you use access tools? Why?)

b. (When would you use other sources?) There are no right or wrong answers to these questions. For example, a student might use an index when he first consults sources. He might want to read more in an encyclopedia to redefine his problem.

6. Transparency 3 - Search Log Form. Explain the sections of the form.

a. Ask students to use this form to plan their search for information for their industrial psychology assignment.

b. (Take a moment to plan your search. Who can explain the steps he might take to find information for this assignment?)

Episode II: Access to Materials

1. (You may want to begin your search for information with a book. To find books you can use the library's card catalog. How do you know under which subject heading you can find information on your topic? The Library of Congress Subject Headings List is used to determine the subject headings you can use to find books in the card catalog. The same subject headings are used in the Baruch College Library catalog and the catalogs of most other college and research libraries.)

2. Transparency 4 - Library of Congress (LC) List of Subject Headings (Industrial Psychology)

The instructor should point out:

a. A word or phrase in bold face is an acceptable subject heading.
b. sa = see also the following related, more specific headings.
c. X = heading not used.
d. XX = related but broader heading.
e. (The LC List of Subject Headings is arranged in alphabetical order. Look under the subject heading which seems logical to you and you should find references to the appropriate

Library of Congress (LC) heading to use in the card catalog.)

3. Transparency 5 - Library of Congress (LC) List of Subject Headings (Related Subject Areas)

(The Library of Congress (LC) List of Subject Headings can be used to narrow or broaden a topic. There are so many possible areas of research in industrial psychology that the LC List is useful for defining a topic.) The instructor should direct the student's attention to the broad heading of Applied Psychology to explain how this heading covers industrial psychology. He should then explain how the two sample headings of Employee Morale and Employee Motivation are narrow topics within the field of industrial psychology. He should emphasize the fact that there are many other narrower or more specific topics in industrial psychology and should point out some of these topics in the "sa" or see also headings in the sample LC Subject Headings List.

4. (To find books in most libraries we must use a catalog. The Baruch College Library has a card catalog. Other libraries may have different types of catalogs. The New York Public Library has a book catalog. We'll spend some time describing the arrangement of the Baruch College Library catalog since most of you will be using it.)

5. Catalog Filing Rules. (Every book in the Baruch College Library is listed in the card catalog under its author, its title, and its subject. All books by the same author are grouped together. They are arranged alphabetically by title.)

6. Catalog Filing Rules. Catalog cards about a subject are filed according to the following rules:

   a. Transparency 6 - Catalog Filing Rules: Books about a Subject (General)
   (Books about a subject are filed under the LC subject heading for that subject. They are grouped alphabetically by author within each subject heading. At the bottom of each catalog card "Tracings" list all the subject headings assigned to a specific book. Thus, this book can be found in the catalog by looking under Psychology, Industrial and Personnel Management.) The instructor may wish to explain further why students would or would not want to look under additional subject tracings for listings of other books. Reasons for looking under additional subject headings might include finding more books, broadening a topic, narrowing a topic and developing a greater understanding of a subject area.

   b. Transparency 7 - Catalog Filing Rules: Books about a Subject (Specific)
   (From the LC Subject Headings List, you saw that all subject headings have more specific divisions or headings under which you can look to locate book titles. These headings may list books by form, such as Psychology, Industrial - Bibliography or by further subject subdivisions such as Psychology, Industrial - Case Studies. If you know you want to find an industrial psychology bibliography look in the card catalog under the specific heading Psychology, Industrial - Bibliography and you will find all the

industrial psychology bibliographies in the library listed in alphabetical order by author. Similarly, if you want to know about case studies in industrial psychology, look under Psychology, Industrial - Case Studies where you will find all the books on this topic arranged alphabetically by author.) The instructor may wish to point out that all catalog cards have tracings which suggest further subject headings with increased specificity.

c. Transparency 8 - Catalog Filing Rules: Books Related to a Subject. The instructor may wish to explain that in a subject such as industrial psychology, there are many subject areas which contain information about industrial psychology research. Books in these related areas may not be listed under the subject heading, Psychology, Industrial, since industrial psychology is not their major focus. The two sample cards supplied for this explanation are examples of specific or narrow areas in industrial psychology. The first card has the subject heading, Job Satisfaction - Bibliography. Notice that it does not contain a tracing for Psychology, Industrial. Instead, it contains a tracing for Motivation (Psychology), another narrower area of industrial psychology. The second card has the subject heading Work - Psychological Aspects. It too has tracings for other narrow areas of industrial psychology including Stress (Psychology), Personality, and Family. The instructor may wish to suggest other areas and subject headings where his students will find books to fulfill their needs. Remind students that the subject heading Psychology, Industrial is used only when the subject is the major subject of the book represented by the catalog card.

7. (The card catalog is an index to all the books in the Baruch College Library. There are more specialized indexes for finding industrial psychology research sources. These indexes consist of multiple book volumes. They index scholarly research and experimentation not published in books. They are especially useful for recent research. Indexes may index books, book reviews, conference papers, research studies, periodical articles, or doctoral dissertations. The advantage of indexes is that they list in one place a wide variety of material on a subject. They are also more current than books since they may be published monthly, quarterly, semi-annually, or annually. It is important to check the date of an index. If you need information on current trends in affirmative action you need the latest index volume.

a. Transparency 9 - Social Sciences Index.
(Looking at the list of Reference Sources for Industrial Psychology Research, you will see a listing for Social Sciences Index. This monthly index is cumulated annually. It indexes articles from over 200 different journals covering the fields of anthropology, criminology, political science, psychology, and sociology. Its simple, alphabetical arrangement makes it a good first source for locating periodical articles.)

b. (This index is arranged alphabetically by subject. Within each subject heading, article citations are arranged alphabetically by the first word in their title. In the front of the index, there is a list of abbreviations used for all periodicals indexed.)

c. The instructor should review the sample citation pointing out the article title, authors, pages and other information on the transparency. He should review the citation sample in the broad subject "industrial psychology" and the citation on the subject "work." He should point out subdivisions of each heading. He should explain that the periodical abbreviations are listed beside the full periodical titles in the front of the index. The instructor should note that all periodicals indexed may not be in the Baruch College Library. Students should be instructed to use the periodicals catalog in the Baruch College Library to determine periodical availability and location. They should be encouraged to aske the reference librarian to help them locate periodicals that are not held by Baruch College Library. They may obtain these periodicals through inter-library loan or by a referral to another library in New York City.

8. (Psychological Abstracts is an abstract journal which contains an index to its contents. It has abstracts or summaries of all the articles it indexes. It is issued monthly and cumulated every six months.)

a. Transparency 10 - Psychological Abstracts - Subject Index. (This index is arranged by subject. Under each subject heading abstract references are arranged alphabetically by their major subject emphasis. Psychological Abstracts includes abstracts from periodicals. To use it, you must first look in the subject index, identify the abstract you want, and write down the abstract number(s) for each abstract you want to read.) The instructor should point out the abstract number on the transparency. Psychological Abstracts is published in two volumes, an index volume and an abstract volume. Students should be reminded to select the index volume and abstract volume for the same dates. For this discussion, the instructor may wish to borrow the Psychological Abstracts subject index and abstract volumes from the library.

b. Transparency 11 - Psychological Abstracts - Abstracts. (The abstracts in Psychological Abstracts are arranged by abstract number. This number appears in the upper left hand corner of each abstract. It is followed, on the next line, by the name of the author of the material abstracted and the rest of the bibliographic citation.) The instructor may review this citation. The abstract is a summary of the purpose, method, and results of the research reported.

c. Transparency 12 - Psychological Abstracts - Table of Contents The abstract volume of Psychological Abstracts contains a Table of Contents which allows the user to browse through abstracts in a subject area. Students looking for studies on a subject should be encouraged to use the Table of Contents . This approach is expecially useful when the student has not yet narrowed his topic sufficiently to use the subject index effectively. The instructor should point out the broad subject areas and the narrower topics within each subject area listed in the Table of Contents. Even students who have already selected a specific topic area may find that this abstract browsing is useful for stimulating new ideas.

9. Transparency 13 - Checklist of Questions to Answer about Indexes and Abstracts

   a. (You can use Social Sciences Index or Psychological Abstracts to find research sources on industrial psychology. In addition, you may find other useful indexes in psychology and social science. Each index is unique. It is difficult to describe one method for searching all indexes and abstract journals. It is helpful, however, to examine each index or abstract journal you decide to use before you attempt its use. This is a checklist of questions you should ask about each index or abstract journal you use. Not all questions apply to all sources.)

   b. (Let's apply some of these questions to Psychological Abstracts.) The instructor may wish to refer to Transparency 10 or Transparency 11 to answer these questions. If time is short, the instructor should choose several questions from the list for illustrative purposes.

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10. (At the beginning of this session we talked about the many different forms of literature. The list of Reference Sources for Industrial Psychology includes specific examples of many forms of literature. Take a moment to look through it.)

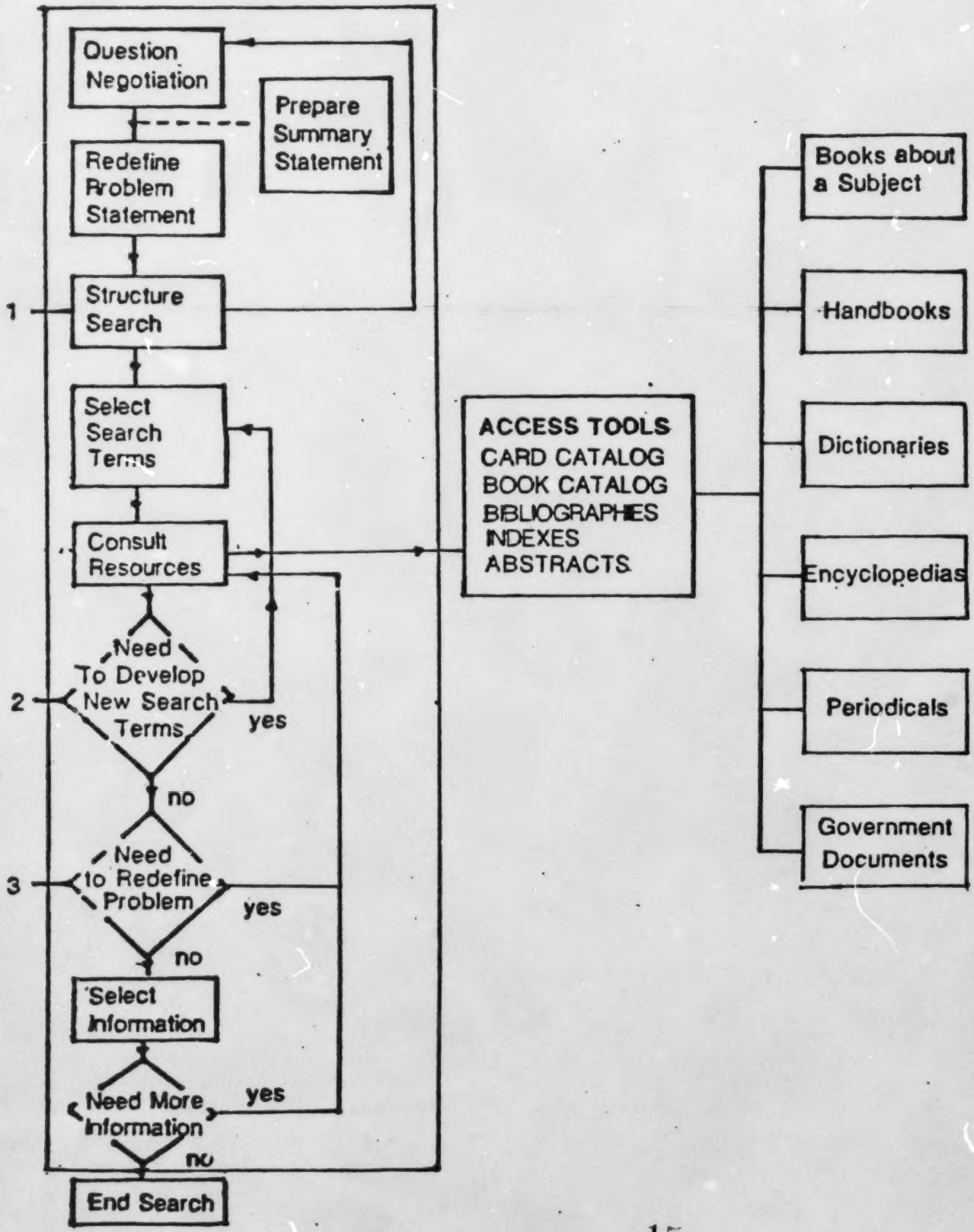
    a. (Who can describe one reference book which might be useful for his industrial psychology assignment?) Try to elicit enough student answers to describe and discuss a number of specific reference works. Describe specific reference sources which have been especially useful to you in writing your dissertation, preparing a lecture or researching a paper.

    b. The following questions may be used to encourage student discussion of reference sources. (Who can choose one reference book to begin an information search? Is there another book you might use to find the same or similar information?) Try to encourage students to use different approaches to finding information. Emphasize the variety of reference materials available.

11. Location of reference materials in the Baruch College Library. The packet of student materials includes the publication Baruch College Library: A Self-Guided Tour. Tell students about this tour. Encourage them to ask the reference librarians for help in finding information sources.

12. An Exercise for Research in Industrial Psychology is provided as an optional student assignment. However, the best evidence that students have learned to use research sources is the quality of the research they do for their class assignment. Students should be encouraged to use the Search Log Form, Transparency 3, and to submit it with their class assignment.

Information Searching Procedure



Forms of Literature

Books

The most familiar form of literature is the book. A single volume or book is known as a monograph.

Reference Books

Some books are considered reference books because they are designed by their arrangement and treatment to be consulted for specific information rather than to be read consecutively.

Directories

Provide an alphabetical or classified list (as of names and addresses). They may contain biographical and/or organizational listings.

Encyclopedias, Handbooks, Dictionaries, and Yearbooks are reference books. They are usually consulted for concise, factual information. They are a good place to begin an information search. Encyclopedias and Handbooks often include bibliographies. Yearbooks are published annually as reports of statistics or facts.

Bibliographies are lists of publications (books, articles, reports, documents, dissertations) selected and organized around a subject area or theme. These lists may be limited by the specificity of the subject scope, the dates or the type of material covered.

Dissertations or Theses are research papers written in partial fulfillment of an advanced degree. These academic papers compiled by one researcher are often valuable for research in the same subject field.

Periodicals include magazines and journals such as the Journal of Politics. A periodical is a publication issued at regular time intervals and intended to be continued indefinitely.

Indexes provide, in one place, references to works in specific subject areas or works by specific authors. Indexes are often in multiple volumes and cover long periods of time. They are used to locate bibliographic information about journal articles, books, essays and dissertations. All indexes are not the same in structure. Indexes may provide for subject, author, title, time period or other types of access. Instructions on how to use an index usually appear in the first pages of the index.

Abstracts may be included as part of indexes or they may be separate publications. They provide summaries of articles, reports, books, and other forms of published material.

Government Documents include any publications originating in or printed with the authority and expense of any office of a legally organized government. State, Federal and foreign governments as well as the United Nations publish material on many subjects. Some government documents are periodicals. Others are books or pamphlet.

Atlases include any volumes of tables, charts or plates that systematically illustrate a subject: political parties. Bound collections of maps are also atlases.

Search Log Form

1. Write a one sentence topic statement _____

   _____

2. List sources for background reading.

   _____

   _____

   _____

3. Use the card catalog. Find books.

   _____

   _____

   _____

4. Use indexes. Find Articles

   Indexes: _____

   _____

   Articles: _____

   _____

Note: You may do three or four first.

Transparency 3

LIBRARY OF CONGRESS (LC) LIST OF SUBJECT HEADINGS

(Industrial Psychology)

PSYCHOLOGY, INDUSTRIAL

sa Employee competitive behavior
Employee morale
Employee motivation
Industrial psychiatry
Industrial safety--Psychological aspects
Industrial sociology
Organizational behavior
Prediction of occupational success
Wages--Psychological aspects
Work Groups
x Business psychology
Industrial psychology
Psychotechnics
xx Industrial engineering
Personnel management
Psychology, Applied

sa - see also the following related, more specific headings

x - heading not used

xx - related but broader heading

LIBRARY OF CONGRESS (LC) LIST OF SUBJECT HEADINGS

(Related Subject Areas)

Psychology, Applied

Here are entered general works on the application of psychology in various fields such as industry, advertising and military life.

sa Aeronautics, Military-Psychology
Behavior modification
Human engineering
Interpersonal relations
Negotiation
Psychology, Industrial
subdivision Psychological aspects under specific subjects, e.g. Economics- Psychological aspects
x Applied psychology
Psychology, Practical
xx Educational psychology
Ethnopsychology

(Broad Topic)

Employee morale

sa Employee competitive behavior
Incentives in industry
Job satisfaction
x Industrial morale
Morale, Employee
xx Morale
Psychology, Industrial

(Narrow Topic)

Employee motivation

sa Employee competitive behavior
Incentives in industry
x Motivation in industry
xx Motivation (Psychology)
Psychology, Industrial

(Narrow Topic)

Catalog Filing Rules:

Books About a Subject

(General)

PSYCHOLOGY, INDUSTRIAL.

HF
5548
.8
M2
1973

Maier, Norman Raymond Frederick, 1900-

Psychology in industrial organizations (by) Norman R.F. Maier. Boston, Houghton Mifflin (1973)
668 p.

1. Psychology, Industrial.
2. Personnel management.

tracings

Catalog Filing Rules:

Books About a Subject

(SPECIFIC)

Ref
Z
7164
C81
U4568
no.56

PSYCHOLOGY, INDUSTRIAL--BIBLIOGRAPHY.

United States Civil Service Commission. Library.
Improving employee performance.
Washington. U.S. Gov't. Print. Off., 1974.
112 p.

1. Psychology, Industrial--Bibliography. 2. Personnel management --Bibliography. 1. Title

Tracings

Psychology, Industrial - Case studies

HF
5548
.8
J64
1972

Joyce, Robert D
Encounters in organizational behavior: problem situations (by) Robert D. Joyce. New York Pergamon Press (1972)

263 p.

1. Psychology, Industrial - Case studies. 2. Personnel management - Case studies. 3. Management - Case studies. I. Title.

Tracings

Catalog Filing Rules:

Books Related to a Subject

JOB SATISFACTION--BIBLIOGRAPHY

Z
7164
C81
W25

Walsh, Ruth M.
Job satisfaction and motivation: an annotated bibliography/ compiled and edited by Ruth M. Walsh and Stanley J. Birkin. --Westport, Conn. : Greenwood Press, 1979
643 p.

1. Job satisfaction --Bibliography. 2. Motivation (Psychology)-- Bibliography. I. Birkin, Stanley J., joint author. II. Title

tracings

WORK --PSYCHOLOGICAL ASPECTS.

BF
575
s75
c65

Cooper, Cary L.
The Stress Check : coping with the stresses of life and work / Cary L. Cooper. -- Englewood Cliffs, N.J.: Prentice Hall, c1981.
211p.

1. Stress (Psychology) 2. Personality 3. Family. 4. Work-- Psychological aspects. I. Title

tracings

Social Sciences Index

INDUSTRIAL PSYCHOLOGY

Being ethical in organizational research. P. H. Mirvis and S E. Seashore.bibl. Am Psychol 34: 766-80 S '79

article title — journal title — volume no. — pages — date — author

See also

Employee motivation

Work- Psychological aspects

HISTORY

Scope of industrial-organizational psychology: reference i the Annual review, 1950-1978. H. Meltzer. bibl Psychol Rept 43:1023-42 D pt2 '78

WORK

See also

Leisure

Organizational climate (business)

ENVIRONMENTAL ASPECTS

Ecology of workplace hazards. S. H. Olson. bibl Econ Geog 55: 287-308 O '79

PSYCHOLOGICAL ASPECTS

Comparison in locus of control in freeloaders versus non-freeloaders. P. A. Raimondo and others. bibl Psychol Re 44: 267-70 F '79

Psychological Abstracts

Subject Index

INDUSTRIAL PSYCHOLOGY —— subject heading
applied and organizational psychology, psychologist training, 3998
history & present status of industrial psychology, research goals and topics, Japan, 2209 ———— abstract no.
human resource accounting & relevance to occupational psychology, literature review, 2216
models & modeling theories, industrial psychology, 8910
role of traffic psychology in industrial psychology, Japan, on H. Kaneko's paper, 2212

Transparency 10

Psychological Abstracts

Abstracts

abstract number ——— 2209. Kaneko, Hiroshi. The present status of industrial psychology in Japan. *Hiroshima Forum for Psychology*, 1975, Vol 2, 59–64. —The growth of psychology in Japan, and particularly the development of the industrial psychology movement, is discussed from the early years of the 20th century to the present. Three major periods are identified and considered: The earliest was characterized by interest in scientific management and industrial efficiency. This was followed by an era of decline during the depression and World War II. Following this war, interest in industrial psychology grew quickly. The shifting emphasis in industrial psychological research is discussed as it applies to several areas: changing goals of the field, research on organizational behavior and job redefinition, inquiries into the growing diversity of human needs, and concern with the construction of a humanistic society. (10 ref) —*L. A. Reitz.*

2210. Marcum, John P. & Tienda, Marta. (Southern Illinois U, Carbondale) A canonical correlation analysis of occupational mobility among Mexican Americans. *Sociological Quarterly*, 1978(Sum), Vol 19(3), 439–449. —Used canonical correlation analysis to investigate intergenerational and career

PSYCHOLOGICAL ABSTRACTS

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APPLIED PSYCHOLOGY	2202	240
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Checklist of Questions to Answer about Indexes and Abstracts

1. What specific subject areas are covered?

2. Does the index or abstract include instructions for using it? If so, where?

3. Is there a list of the specific primary sources indexed or abstracted? If so, where?

4. Is there a list of abbreviations used? Where?

5. Is there a list or thesaurus of the specific terms (subject headings or key words) used by the index or abstract? Where?

6. How often is the index or abstract issued?

7. Are there cumulations? How often?

8. If an index, how are the citations entered? By author? Title? Subject? Other?

9. If an abstracting journal, how are the abstracts arranged? In a classified order? Alphabetical order? By accession number? Other?

10. If an abstracting journal, what type of indexes are included, if any? Author? Title? Subject? Geographic? Corporate? Other?

11. What types of material are indexed or abstracted? Journals, books, government publications, proceedings, other?

12. What is the language of the material covered? English only? Foreign languages?

13. Is the material covered technical and research oriented or popular? Or both?

14. Are there any other special or unique features?

Reference Sources For Industrial Psychology Research

In addition to sources about the broad subject area of industrial psychology, you may want to look for sources which cover specific aspects of industrial and organizational psychology. These specific aspects include the following subject areas: psychology in organizations; organizational structures and management; motivation and human needs; selection, training, and supervision of employees; individual organizational relationships; organizational change and development; improving morale and job satisfaction; attitudes toward work; motivation and productivity.

The following list includes basic works in psychology and other social sciences as well as a few randomly selected works on specific aspects of industrial psychology. Use the card catalog and periodical indexes to locate other sources in specific subject areas.

ENCYCLOPEDIAS

REF
BF
31
G6

Goldenson, Robert M. The Encyclopedia of Human Behavior: Psychology, Psychiatry, and Mental Health. Garden City, N.Y.: Doubleday, 1970. 2 Vol.

REF
RC
334
I57

International Encyclopedia of Psychiatry, Psychology, Psychoanalysis and Neurology. Ed. by Benjamin B. Wolman. N.Y. published for Aesculapius by Van Nostrand Reinhold, 1977. 12 vols.

REF
H40
A2
I5

International Encyclopedia of the Social Sciences. New York: Macmillan, 1967. 17 vols. David L. Sills, ed.
Articles are cross-referenced, and the bibliographies accompanying the articles, although dated, remain useful. Use the index volume to find all articles on a subject.

REF
RC
437
K55

Klein, Barry T. Ed. Reference Encyclopedia of American Psychology and Psychiatry. Rye, N.Y.: Todd Publications, 1975.
Contains brief directory listings.

BIBLIOGRAPHIES

REF
Z7164
C81
U4568
No. 45

U.S. Civil Service Commission Library. Improving Employee Performance. Washington: Superintendent of Documents, U.S. Government Printing Office, 1972.
An annotated bibliography.

REF
Z7204
H57
V56

Viney, Wayne, Michael Wertheimer, and Marilyn Lou Wertheimer. History of Psychology: A Guide to Information Sources. Detroit: Gale, 1979.

DICTIONARIES

REF
BF
31
H33
1965

Harrimon, Philip Lawrence. Handbook of Psychological Terms. Totowa, N.J.: Littlefield, Adams., 1965.

REF
BF
31
W64

Wolman, Benjamin, ed. Dictionary of Behavioral Science. New York: Van Nostrand Reinhold, 1973.
Scope is broad. Categories covered include experimental and developmental psychology, personality, learning, perception, motivation, and intelligence.

HANDBOOKS

For call number, see card catalog

Dunnette, Marvin D., ed. Handbook of Industrial and Organizational Psychology. Chicago: Rand McNally, 1976, Explains theoretical concepts and techniques relevant to industrial and organizational psychology. Bibliography of suggested readings.

REF
Z
5814
P8
B932

Mental Measurements Yearbook. Edited by Oscar K. Buros. Highland Park, New Jersey, Gryphon, 1938 - 5 volumes.
In two sections: (1) Tests and reviews and (2) Books and reviews. The first lists all educational, psychological, and vocational tests that are commercially available. The second is a classified list of books on testing. Reviews are written by authorities representing different viewpoints.

REF
Z
5814
E9
B8

Buros, Oscar K. Tests In Print; A Comprehensive Bibliography of Tests For Use In Education, Psychology, and Industry. Highland Park, New Jersey, Gryphon, 1961.
Serves as an index and supplement to the series, Mental Measurements Yearbook. Tests in print and out of print are included. Has publishers' directory and index, title, and name indexes.

INDEXES AND ABSTRACTS

Psychological Abstracts. Arlington, VA: American Psychological Association, 1927 - date.
Contains abstracts of the world's literature in psychology and related disciplines. Includes all forms of literature up to 1981. After 1981 includes only periodical articles. Issued monthly and cumulated every six months. Includes two volumes, an index volume and an abstract volume. Be sure to select index and abstract volumes for the same dates.

REF
z
695
11
P7
K5
1977

Kinkade, Robert G., ed. Thesaurus of Psychological Index Terms. Washington: American Psychological Association, 1974.

A systematic list of subject terms in psychology. This list may be used to select subject headings for research in Psychological Abstracts.

Social Sciences Index. New York: H.W. Wilson, 1974-date.

Continues the Social Sciences and Humanities Index (1965-1974). An annual publication with quarterly cumulations. Indexes journal articles.

JOURNALS

To locate journal titles in industrial psychology check the list of journals indexed in social science and psychology indexes. Use the Periodicals Catalog and the Periodicals List in the Baruch College Library to locate specific journal issues.

Journal of Applied Behavior Analysis
Journal of Applied Psychology
Journal of Consulting and Clinical Psychology
Journal of Industrial Psychology
Journal of Occupational Behavior
Journal of Occupational Psychology
Organizational Behavior and Human Performance
Personnel Administration
Personnel Psychology
Training and Development Journal

NAME _____

Exercise for a Topic in Industrial Psychology

1. Write your research topic statement here. Use one sentence.

_____

2. Locate background reading for your topic. Use Reference Sources for Industrial Psychology Research.

   Bibliographic citation(s) for background reading:

   _____

   _____

   _____

3. Use the Library of Congress List of Subject Headings to select at least two subject terms for your information search.

   1. _____ 2. _____

4. Use the card catalog on the 7th floor of Baruch College Library to locate books. List the call numbers and full bibliographic citations for two books you locate.

	Book 1	Book 2
Call Number:		
Author(s):		
Title:		
Publisher:		
Date:		

5. Did you use tracings from catalog cards to locate books? If yes, list tracing(s) _____

   Name one book you located in this way: _____

   Bibliographic citation: _____

   _____

6. Use an index or abstract journal to find at least two periodical articles on your topic.

   Periodical Index or Abstract Journal _____

	Article 1	Article 2
Article author:		
Article title:		
Journal name:		
Journal date:		
Page numbers:		

7. Go back to question number 1. Do you want to change your topic statement? Why? Why not?

   _____